

FAREHAM

BOROUGH COUNCIL

Report to Licensing and Regulatory Affairs Committee

Date **8 July 2014**

Report of: **Director of Community**

Subject: **LICENSING AND REGULATORY AFFAIRS COMMITTEE WORK
PROGRAMME 2014/15**

SUMMARY

At the Committee meeting in March, the progress of the Work Programme for 2013/14 was considered and a Work Programme for 2014/15 was agreed. Members are now invited to note the actions from the last meeting and to review the work programme for 2014/15.

RECOMMENDATION

- (a) that the progress on actions arising from the meeting of the Committee held on 18 March be noted; and
- (b) that the Work Programme for 2014/15, attached as Appendix B to the report, be reviewed.

INTRODUCTION

1. At the Committee meeting on 18 March 2014, the progress on the Work Programme for 2013/14 was reported.

MONITORING

2. Details of progress on actions arising from matters considered at that meeting are shown in Appendix A for members' information.

WORK PROGRAMME FOR 2014/15

3. The work programme for 2014/15 agreed at the last meeting is attached as Appendix B.

RISK ASSESSMENT

4. There are no significant risk considerations in relation to this report.

CONCLUSION

The Committee is invited to:-

- (i) note progress on matters considered by the Committee at its last meeting, as shown in Appendix A; and
- (ii) review the Licensing and Regulatory Affairs Committee Work Programme for 2014/15, as set out in Appendix B.

Background Papers: None.

Reference Papers: None.

Enquiries:

For further information on this report please contact Martyn George (Ext 4400).

APPENDIX A – Review of actions from last meeting

APPENDIX B – Work Programme for 2014/15

LICENSING AND REGULATORY AFFAIRS COMMITTEE

Licensing and Regulatory Affairs Committee – 8 July 2014

Progress on Actions from last meeting

Date of Meeting	18 March 2014
Subject	Committee Work Programme 2013/14 and Draft for 2014/15
Type of Item	Programming
Action by Committee	<p>The Committee considered a report by the Director of Regulatory and Democratic Services reviewing the Committee's Work Programme for 2013/14 and giving consideration to a draft work programme for 2014/15. It was noted that, as referred to in paragraph 4 of the report, owing to the change of date for the local elections, there would be an additional meeting in 2013/14, on 6 May 2014.</p> <p>RESOLVED that:-</p> <p>(a) the progress report on the Licensing and Regulatory Affairs Committee Work Programme for 2013/14, as shown in Appendix A to the report, be noted;</p> <p>(b) the unassigned item, Annual Health and Safety Service Plan, be added to the work programme for 6 May 2014;</p> <p>(c) Review of Implementation of IER (minute 6 (d) above refers) be added to the draft work programme for 2014/15;</p> <p>(d) the officers be requested to make arrangements for a follow-up member licensing training session with Peter Savill on review hearings during 2014/15, possibly in July; and</p> <p>(e) subject to (c) and (d) above, the proposed draft Work Programme for 2014/15, as shown in Appendix B to the report, be approved.</p>
Outcome	Work programmes amended accordingly.
Link Officer	Garry White
Subject	Monitoring Report on Applications Received
Type of Item	Monitoring
Action by Committee	The Committee considered a report by the Director of Regulatory and Democratic Services on the work associated with the Licensing function.

	RESOLVED that the report be noted.
Outcome	Complete.
Link Officer	Ian Rickman
Subject	Individual Electoral Registration
Type of Item	Policy Review
Action by Committee	<p>The Committee considered a report by the Director of Regulatory and Democratic Services on Individual Electoral Registration (IER).</p> <p>The Committee received a presentation from the Democratic Services Manager illustrating various aspects of IER, including details of the preparation, timetable, challenges, opportunities and solutions.</p> <p>RESOLVED that:-</p> <p>(a) the proposed changes to the current electoral registration system be noted;</p> <p>(b) the officers be requested to arrange a briefing to advise all members of the Council of the forthcoming changes to electoral registration;</p> <p>(c) the officers be requested to note the suggestions to assist in the implementation and promotion of the IER scheme relating to the Summer cycle of Community Action Team (CAT) meetings, Fareham Today and Hampshire Now; and</p> <p>(d) a further report be presented to the Committee to review the implementation of IER following the publication of the register of electors on 1 December 2014.</p>
Outcome	Members' briefing took place on 2 June 2014. Item added to work programme for 20 January 2015.
Link Officer	Elaine Wildig
Subject	Notice of Council Resolution Regarding Tattooing, Semi-Permanent Skin-Colouring, Cosmetic Piercing and Electrolysis
Type of Item	Policy Review
Action by Committee	<p>The Committee considered a report by the Director of Regulatory and Democratic Services on the adoption of additional provisions relating to the bye-laws adopted under section 15 of the Local Government (Miscellaneous Provisions) Act 1982.</p> <p>RECOMMENDED that the Council adopt Section 120 of the Local Government Act 2003 to enable the existing bye-laws made under Section 15 of the Local Government (Miscellaneous Provisions) Act 1982 to be extended to apply to cosmetic piercing and semi-permanent skin colouring.</p>
Outcome	At the Council meeting on 24 April 2014 the recommendation was accepted and approved.
Link Officer	Mandy Hovey
Date of Meeting	6 May 2014 meeting cancelled

LICENSING AND REGULATORY AFFAIRS COMMITTEE – DRAFT WORK PROGRAMME
2014/15

<u>DATE</u>	<u>SUBJECT</u>	<u>TRAINING SESSION/WORKSHOP</u>
8 JULY 2014	Policy Statements Relating to the LGPS 2014 Regulations Presentation on the Responsibilities of the Licensing and Regulatory Affairs Committee Committee work programme 2014/15 Annual Taxi Vehicle Renewals Actual Revenue Expenditure 2013/14	
16 SEPTEMBER 2014	Committee work programme 2014/15 Six- monthly Monitoring Report on Applications Received	
18 NOVEMBER 2014	Spending Plans 2015/16 Committee work programme 2014/15	
20 JANUARY 2015	Committee work programme 2014/15 Review of Implementation of IER	
17 MARCH 2015	Committee work programme 2014/15 and draft for 2015/16 Monitoring Report on Applications Received Annual Report on Licensed Premises and Community Safety	

To be assigned:

Annual Health and Safety Service Plan

In-house Licensing Training Sessions (2)